

Series 1999-2000
CIRCULAR LETTER C-18

To: Superintendents of Schools

From: Theodore S. Sergi
Commissioner of Education

Subject: Implementation of New Guidelines for Teacher Evaluation, Professional Development, and Continuing Education Units

Date: June 15, 2000

During 1999, the State Board of Education adopted three important policy documents that will guide state, local and individual efforts to enhance teacher knowledge and professional practice leading to increased student learning over the next decade:

- *Connecticut's Common Core of Teaching (CCT);*
- *Connecticut Guidelines for Teacher Evaluation and Professional Development; and*
- *Connecticut Guidelines for the Issuance of Continuing Education Units Required for Certification.*

These documents were provided you at the August 1999 Back-to-School Meeting and were again included in the publication *Connecticut's Commitment to Excellence in Teaching: The Second Generation*, which was disseminated statewide in December 1999, to superintendents, principals and other school district personnel.

Timelines And Requirements For Districts In Implementing These New Guidelines

1999-2000 School Year: School districts should begin the process of reviewing their existing teacher evaluation and professional development plans and CEU offerings to identify what changes need to be made to bring them into conformance with the new sets of guidelines.

2000-2001 School Year: Completion of design of plans. Examples of promising practices in teacher evaluation and professional development will be made available to districts as resources. By **January 1, 2001**, districts will be asked to submit copies of their revised teacher evaluation and professional development plans and continuing education unit programs to the CSDE for review and comment by committees of state and school district personnel. Feedback will be provided to districts by **March 1, 2001**. Districts are expected to submit their new plans to their local boards for adoption no later than **June 30, 2001**.

2001-2002 School Year: Full implementation of the new teacher evaluation, professional development and CEU model.

Sources of Information and Technical Assistance To Local Districts

During the 1999-2000 school year, the Department has been working in collaboration with the Regional Educational Service Centers to guide educators and other educational constituencies (e.g., teachers and administrators, board members, parents, and higher education faculty) in the implementation of new guidelines.

Examples of state initiatives that will be implemented over the next two years include the following:

- Dissemination of “promising practices” with respect to teacher evaluation and professional development programs;
- Outreach and information campaign with educational constituencies, including teachers and administrators, district curriculum and staff development directors, superintendents, boards of education and parent organizations;
- Workshops in partnership with the teachers associations/unions for their membership;
- Statewide conference on the Connecticut Continuum for Educators;
- Training of RESC personnel to assist districts in developing and implementing the new guidelines for teacher evaluation, professional development, and issuance of continuing education units; and
- Pilot-testing with volunteer districts of a draft teacher evaluation instrument based on Connecticut’s Common Core of Teaching;

If you have any questions about the contents of this circular letter, please feel free to contact Dr. Raymond L. Pecheone (860-566-5401 or e-mail: raymond.pecheone@po.state.ct.us) or Dr. Ruth Wade (860-566-5458 or e-mail: ruth.wade@po.state.ct.us).

Thank you.

TSS:kfa